



WASHOE COUNTY

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CM/ACM	<u>JS</u>
Finance	<u>JB</u>
DA	<u>DWV</u>
Compt	<u>CH</u>
HR	<u>n/a</u>
Other	<u> </u>

STAFF REPORT

BOARD MEETING DATE: June 13, 2017

DATE: Monday May 22, 2017

TO: Board of County Commissioners

FROM: Mark Mathers, Budget Manager
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THROUGH: Christine Vuletich, Assistant County Manager
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SUBJECT: Approve the attached resolution to augment the Regional Permits Capital Fund in the amount of [\$15,000] to appropriate revenues generated from previously unbudgeted sources; and direct the Comptroller to make the appropriate budget amendments (net impact to Regional Permits Capital Fund is zero). (All Commission Districts)

SUMMARY

Approval of the attached resolution to augment the Regional Permits Capital Fund in the amount of \$15,000 for appropriation authority for previously unbudgeted sources for Fiscal Year 2016-17 is requested. The Technology Services Department is requesting this action to acknowledge unbudgeted revenues that have been received from the cities of Reno and Sparks. These revenues will cover unanticipated expenses incurred for the acquisition of the Accela permit system.

Washoe County's Strategic Objective supported by this item: Stewardship of our community.

PREVIOUS ACTION

On May 17, 2016, the Board of County Commissioners (BCC) approved the Fiscal Year 2016-17 final budget.

On June 17, 2014, the Board of County Commissioners (BCC) approved the creation of the Regional Permits Capital Fund to account for the Regional License and Permit System customization and implementation.

BACKGROUND

On November 16, 2016, a change order in the amount of \$59,400 was approved for TruePoint Consulting to provide consulting services to the Building and Safety Division, Community Services Department for the Accela Regional License and Permit Program.

AGENDA ITEM # 5.H.3.

This fund's current budget cannot cover the entire amount of the \$59,400 change order. Therefore, an augmentation to the Regional Permits Capital Fund budget of \$15,000 is needed to cover the unbudgeted portion of this change order, plus possible expenses to be incurred during the remainder of the fiscal year.

Nevada Revised Statute (NRS) 354.598005 and Nevada Administrative Code 354.410 set forth the requirements for budgetary augmentations. Available resources for a mid-year budget augmentation are:

- An opening balance which is larger than anticipated;
- Revenues in excess of those budgeted;
- Revenues generated from previously unbudgeted sources; or
- An unappropriated ending balance of a fund for capital projects.

This request complies with these requirements. Progress payments made by the cities of Reno and Sparks to this fund were not budgeted; therefore, these revenues are available for augmentation.

FISCAL IMPACT

If approved, the augmentation for previously unbudgeted revenues will result in an increase in appropriations for the Regional Permits Capital Fund of \$15,000, which will be appropriated in the following accounts:

Cost Object	G/L Account	Amount
Revenue:		
C430010	433320 – Local Govt-Cap Cost	\$15,000.00
Expenditures:		
C430010	710100 – Professional Services	\$15,000.00

RECOMMENDATION

It is recommended that the Board of County Commissioners approve the resolution to augment the Regional Permits Capital Fund in the amount of \$15,000 to appropriate revenues generated from previously unbudgeted sources; and direct the Comptroller to make the appropriate budget amendments.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the resolution to augment the Regional Permits Capital Fund in the amount of \$15,000 to appropriate revenues generated from previously unbudgeted sources; and direct the Comptroller to make the appropriate budget amendments."

RESOLUTION
TO AUGMENT THE 2016-2017 BUDGET OF THE
WASHOE COUNTY REGIONAL PERMITS CAPITAL FUND

WHEREAS, total resources of the Regional Permits Capital Fund of Washoe County were originally budgeted to be \$13,500 on July 1, 2016; and

WHEREAS, the total available resources are now determined to be \$28,500

WHEREAS, said additional unanticipated resources are as follows:

Local Govt-Cap Cost (Progress Payments made by Reno & Sparks) \$ 15,000

WHEREAS, there is a need to apply these excess proceeds in the Regional Permits Capital Fund.

NOW THEREFORE BE IT RESOLVED, by the Board of County Commissioners of the County of Washoe, State of Nevada:

Section 1. That Washoe County shall augment its 2016-17 budget by appropriating \$15,000 for use in the Regional Permits Capital Fund, thereby increasing its appropriations from \$173,461 to \$188,461, as follows:

<u><i>Increase Revenues</i></u>	
C430010 -433320 – Local Govt-Cap Cost	\$ 15,000.00
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Total Increase in Revenues	\$ 15,000.00

<u><i>Increase Expenditures</i></u>	
C430010 -710700 – Professional Services	\$ 15,000.00
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Total Increase in Expenditures	\$ 15,000.00

Section 2. This Resolution shall be effective on passage and approval.

Section 3. The County Clerk is hereby directed to distribute copies of the Resolution to the Department of Taxation, Comptroller, and the Budget Office.

Adopted this _____ day of _____, 2017.

Chair, Washoe County
Board of County Commissioners

ATTEST:

County Clerk